

Oct. 1, 2025 | 6PM | University Center Room 215, University of Montana

[University District Neighborhood Council Leadership Team](#) Members in attendance: Amy O'Hoyt, Mehrdad

Mostafavi, Tim Edwards, Rue Orford, Jennipha-Lauren Nielson, Lisa Carpenter

[Neighborhood Representative](#) in attendance: Melissa Glueckert

University of Montana Representative in attendance: Emily Ferguson-Steger

University District Neighborhood Council Leadership Team October Meeting Notes

1. Introduction and Roll Call

Meeting called to order at 6:02PM by Amy O'Hoyt

All Leadership members in attendance less Adam Rasmussen

2. Approval and corrections of minutes:

a. **June 4, 2025:** edits to the minutes include the misspelling of Jennipha-Lauren's name

b. **July 9, 2025:** notes did not clearly reflect that Jennipha was able to join via phone with :10 minutes to go of the meeting and Mehrdad was not on the call.

c. **August 6, 2025:** Adam's name was included at a Leadership Team member when it should have reflected him as a neighbor as the elections had not yet taken place.

Jennipha moved to approve these changes via a slate approval with these modifications/clarifications and it was seconded by Tim. All voting members were in favor and there were no nays or further conversation.

3. Presentations:

a. None

4. Items to be Discussed:

a. **General Meeting Review:** Received very positive feedback about the general meeting, including an email.

Almost 100 people attended the general form and we ran out of pizza about 15-20 minutes into the event.

Tim Edwards neighbors shared with them they really liked it.

Rue Orford ask if we got much feedback submitted? And could we add a question about how did you find out or hear about this meeting?

Melissa Glueckert shared they had received about ten electronic feedback forms and about fifteen physical ones from on-site. Kalina and her will be working through the responses to get them to the leadership team at the November meeting. Follow up discussion could these surveys be re-sent out to get more submissions. Or could it be added to the [University District Neighborhoods website](#)?

Mehrdad Mostafavi indicated that they did not receive one of the postcards that were sent out about this event.

Amy O'Hoyt suggested we could add a QR code that empowers people to provide us feedback.

Jennipha-Lauren Nielson suggested this QR code could be added to the A Frame signage as well.

Lisa Carpenter (newly elected University District Leadership Team Member) learned about the meeting via the A Frame signs.

Tim Edwards also got feedback that folks came because of the postcards that were sent out.

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Amy O'Hoyt shared how the Every Day Routes cut the cost for the Leadership Team to send out the postcards this year.

Melissa Glueckert reminded the group postcards used to be cost prohibitive and now it is a more viable option.

Jennipha-Lauren Nielson also added that a group photo of the Leadership team could make our team more personable.

Amy O'Hoyt shared that her husband Dan got some great photos of the group that gathered for the General Meeting.

Melissa Glueckert mentioned that they are always seeking photos for the Neighborhood Website that include work groups, projects, etc.

Melissa Glueckert and Kalina Prichard are working on after-actioning all of the Neighborhoods General Meetings. What did our team think went well and what could use some work? One thing that seemed to stand out was that there was no public Q&A. While the desire is not to empower neighbors to come and air all of their grievances at once – which could derail the meeting agenda – Northside Westside created a way where people could pose questions in the open forum. Or providing a window of time for the Q&A along with individual time limits – empowering more folks to participate.

Jennipha-Lauren Nielson mentioned how when we hosted the General Meeting in the UC Theater it was nice to have the tables out in the foyer that empowered folks to answer questions like: what are your top priorities, issues, or respond to prompts on large sticky notes. Then the team could find common questions to pose to experts.

Amy O'Hoyt acknowledged and appreciated that Jody Pilgrim was not only willing to attend but waited to ensure she answered questions from every neighbor who waited to speak to her.

Discussion about what worked continued:

Plexi glass on the signs worked well. A couple are missing but they worked well to protect the sign.

This could cut the cost for lamination going forward

Pizza went fast – could have used more pizza (we prepaid \$300 for the pizza)

Drinks – also were all used but some folks were able to have two

Melissa Glueckert will work on calculating the overall cost to provide back to the group in the November meeting

Amy O'Hoyt there is still a good amount of funds on the Yokes card as well

Proposal of having a potluck for the next General Meeting was brought up.

Challenge of wanting then folks to only bring store bought food was also brought up for food safety.

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Melissa Glueckert brought up potluck for General Meetings can be challenging but perhaps think about it for a Leadership Meeting – could be a good option.

Amy O'Hoyt asked if there was any additional discussion needed about the General Meeting pertaining to: Q&A, Attendance, Food, or Advertising.

Rue Orford brought up while it was nice to have Bigga Pizza – could we get more pizza for the price if we went with Costco next time?

Jennipha-Lauren Nielson suggested if we do a Spring Neighborhood Gathering maybe we go with something like popcorn.

Rue Orford liked that idea and suggested we ask KornUtopia or Vera if they would like to donate towards the food for the meeting.

Melissa Glueckert shared that Franklin to the Fort had food trucks come to their General Meeting – which could also be an option if the meeting was kept at Bonner Park.

Jennipha-Lauren Nielson asked for neighborhoods who hosted two different meetings what was the differences between these two meetings?

Melissa Glueckert shared that for many neighborhoods the first meeting is a general meeting with information and the second meeting (though the order doesn't matter) is more social based.

Rue Orford suggested that we could have a meeting where we have more tabling options for departments like: utilities, fire, parking, etc. could answer specific questions for neighbors.

Melissa Glueckert agreed. For other neighborhoods they had departments like: Code Enforcement, Our Missoula, Mountain Lion, and Parking tabling to provide information and answer questions.

Jennipha-Lauren Nielson suggested that perhaps including the Historical Committee from the City could also be good. It would be fun to have historical tours of the University District as there are so many historic houses and landmarks in the area.

Mehrdad Mostafavi suggested even a map with all of the historical designations in the district would be nice.

Melissa Glueckert suggested that perhaps thinking about a spring social could be done as a subcommittee that brings ideas to the larger committee for voting and approval.

Amy O'Hoyt acknowledged that November's meeting's agenda already feels a bit big could we move this discussion to December's meeting?

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Lisa Carpenter shared that she liked the idea of the Historical Tours of the areas. How fun in the fall to have Saturday morning walking tours.

Melissa Glueckert suggested that perhaps one way to start this conversation would be to invite Elizabeth Johnson the City of Missoula's Historic Preservation Officer to December's meeting to learn more about how these historic tours are created.

Tim Edwards also supports this idea as lesson about sidewalk imprints are fun and "full of tea" – for example why Hammond was removed for Gerald and more on the A.B. Hammond vs C. P. Higgins Family tug-of-war.

b. Preliminary Survey Results

Amy O'Hoyt is hoping to see the preliminary results from the feedback surveys at the November meeting – noting that we might think about connecting and inviting the gentleman who has voice concerns about Hellgate High School student behavior back to a future University District Neighborhood Leadership Meeting.

Lisa Carpenter reminder us that with out 10% or greater participation rate with the survey it is not statistically relevant so increasing the number of folks who have completed the survey is important.

If you have not taken the survey – please take a moment to do so.

Rou Orford asked if it would be possible to send an email out to those who attended, thanking them for attending and asking them to complete the survey.

Emails to the Leadership Team:

Not everyone on the Leadership Team was getting the emails – so Melissa will be resending the team an email with our emails included please check to see if you received this and respond so Melissa can ensure they have the right email addresses. One solution also includes including both the individual team members via email and the UDLT email to ensure all get the emails to the team.

c. Bylaws Review

i. Possible Ad-Hoc Bylaw Review Committee

Amy O'Hoyt asked about this process. What does it look like and what are the steps needed?

Melissa Glueckert shared that if the group proposes amendments. These must pass the Neighborhood Leadership team with a positive vote (quorum). Then if they are proposed at the General Meeting for review. Then if approved – it is presented to City Council for final approval.

Emily Ferguson-Steger suggested – as she has sat on many bylaw committees – that even reviewing and ratifying the bylaws are helpful for future University District Leadership Teams to

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better understand the guidelines they were working under and that they had been reviewed on a rhythmic basis.

Melissa Glueckert shared with ratifying the bylaws it would not need follow the same path as things were not being introduced or approve beyond an acknowledgment that they had been endorsed by this Leadership Team.

Melissa Glueckert went on to share as Neighborhood Leadership Councils in Missoula are a non-elected part of city government codes of ethics are harder to develop as they are harder to enforce.

Jennipha-Lauren Nielson shared that Soroptimist has a code of ethics that she would be willing to share with the group.

Melissa Glueckert shared that the Code of Ethics was hard for the Leadership Teams as it is hard to enforce them. The Missoula Neighborhoods continues to consult with the attorney's office for more guidance on best practices as they understand why this conversation is important to leadership teams.

Amy O'Hoyt asked if there were folks who would like to join a Bylaws subcommittee group?

Jennipha-Lauren Nielson indicated she would like to review them first.

Melissa Glueckert suggested that folks take sometime to review them and then come back ready to join an ad hoc bylaw committee group or not.

Follow up question from Jennipha-Lauren Nielson are there any other cities or municipalities that have Neighborhood Councils like ours?

Melissa Glueckert we haven't found any that do it exactly like us but Great Falls, MT and Denver, CO have similar structures.

Amy O'Hoyt asked about how notifications about the upcoming meeting and call for agenda items go out.

Melissa Glueckert it depends on the Neighborhood. Some send out their own, others have Melisa do it.

Amy O'Hoyt suggested it could be nice to have an email two weeks out asking for agenda items and a reminder one week out with the notes from the previous meeting and agenda.

Jennipha-Lauren Nielson asked how we go about getting new Council Leadership Team Members name tags.

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Melissa Glueckert informed the group that they can order them and it can be voted on – for budget expenditure – during the November meeting. She will proceed and put in the nametag order for both Lisa Carpenter and Adam Rasmussen.

5. Community Forum Report

Next Community Forum is on Oct. 23rd

Community Forums are held on the fourth Thursday of the month less Nov/Dec which is moved to the beginning of Dec. It is a venue for Neighborhood Councils to share skills and information. It is a place for neighborhoods to hear presentations from the community, discuss neighborhood issues and hear directly from City Leadership and City Staff. The forum is also a venue for neighborhoods to seek community-wide support for their projects and goals.

They are free to anyone to attend.

Location is at City Council Chambers (140 West Pine) and Virtually via Microsoft Teams. Meetings are broadcasted by MCAT.

You can find more information on the Community Forums by going to the Missoula Neighborhoods website and scrolling to the bottom where you will find an icon for Meetings.

If you have agreed to attend the Forum on behalf of the University Neighborhood Leadership Team but cannot attend please ensure that let others know so that we can ensure to have representation if at all possible.

Amy O'Hoyt and Jennipha-Lauren Nielson are the primary two who will attend on behalf of the team but again all are welcome.

Other discussions continued:

Amy O'Hoyt shared that Bob Giordano, Executive Director of [Free Cycles](#) will be joining us for our November meeting. With the goal that he can use the first :30 minutes to present to the group.

Rue Orford expressed excitement in Bob coming back to present.

Emily Ferguson-Steger asked if we could ensure to check with him to see if he needs a HDMI cord for presenting.

6. Missoula Neighborhoods Report- Melissa/Kalina

a. Candidate Forums- October 2nd, 7pm— Wards 3 & 4

This will be in City Council Chapters and streamed live on MCAT.

The Mayoral Forums are open for attendance as well as recorded but not show live.

Questions for the candidates are being accepted and volunteers from the League of Women's Voters will be asking select questions to the candidates.

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Melissa Glueckert will be sending the link for question submission to the University District Neighborhood Leadership Team tomorrow.

Suggestion from the group – while the Leadership Team doesn't want to formulate a question from the team could a question about parking be included as it seems to be one of the biggest questions that comes this Leadership Team and focuses on both the ward but also the city as a whole.

Tim Edwards asked how do we get questions that we as individuals would like to pose to the candidates to them?

Melissa Glueckert indicated that you can email her directly if you have those questions.

b. Mayoral Forum – Oct. 21st, 7pm City Council Chambers

c. [Energize Your Neighborhood Grant Application](#)

Are currently open and accepting applications until December 1, 2025.

The 2026 Grant application cycle is now open!

Each year, the Missoula City Council allocates \$20,000 for Neighborhood Project Funds (NPF) for Improvement grants. Small grants are no longer available.

This year the Energize Your Neighborhood Grant Program has been allocated an additional \$15,000. \$7,500 from each the Roads and Parks districts to be used for grants that benefit these areas.

Grant recipients are awarded up to \$6,000 each.

Energize Your Neighborhood Grant projects should enhance the quality of life in our community. The project must be located within city limits and have lasting benefit for city residents.

Lisa Carpenter asked if there is a place to find past awarded grant projects?

Melissa Glueckert indicated they can be found on the Missoula Neighborhood website under the Neighborhood Grants tab. That three year reflection document can also be found right [here](#).

Mehrdad Mostafavi suggested that perhaps the Leadership team considers something like adding a bench to the M Trail as a suggestion for proposal.

Melissa Glueckert shared that on Oct. 14th there is a TEAMS Grant Writing Workshop if folks have additional great ideas that they would like to work through as the deadline is fast approaching.

Lisa Carpenter asked if this was for Leadership Councils or can individuals apply?

Melissa Glueckert it is open to all.

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Amy O'Hoyt suggested that folks think about needs and ideas and come ready to share it the team at the November meeting.

7. Public Comment on Non-Agenda Items

Jennipha-Lauren Nielson: \$ 20,000 was raised this year by Missoula Soroptimist at the Western Montana Fair and it was their 50th year of hosting this event at the Fair.

Jennipha-Lauren Nielson: Live Your Dream scholarship applications are currently open until Nov. 15th. Live Your Dream Awards have helped thousands of women and their families reclaim their dreams and improve their skills. One award of \$2,500 is granted each year. This award is granted to a woman who is currently enrolled or has been accepted to an undergraduate program. The applicant must be the primary financial support for herself and her dependents. The recipient is then eligible for consideration for regional and national awards.

Rue Orford: shared with the group pictures of the new crossing flags and flag holder. The previous flags were returned the amazing neighbor who provided them.

8. Adjournment

7:47pm Lisa Carpenter motioned to adjourn, Mehrdad Mostafavi seconded it and all approved, no nays.